

# NEIGHBORHOOD REGISTRATION

Thank you for your interest in Neighborhood Watch. Neighborhood Watch is a national program with many great benefits for your neighbors and friends. Hopefully by this point you have had an opportunity to look through the West Valley City Neighborhood Watch Handbook and have recruited some dedicated neighbors to help you with this program. We would like to encourage your group to register with the City so we know about you and can keep you informed of news and events in the City. Please complete this packet and return it to the West Valley City Neighborhood Services Office for registration with the City. Groups are also encouraged to register with the National Sheriffs' Association at [www.usaonwatch.org](http://www.usaonwatch.org).

Neighborhood Watch organizations are encouraged to mark their neighborhoods with street signs and window stickers if financially possible. Costs vary, contact the Neighborhood Services Office for current pricing. Failure to meet the annual requirements may result in the City removing existing Neighborhood Watch signs from your area.

Listed below are the requirements your group must meet **for registration with West Valley City**:

## ***Chairperson Application (once)***

- A chairperson application must be included as part of your registration.
- To help ensure the safety of the residents in each neighborhood, in addition to the attached application applicants **MUST** also include a copy of their criminal history. Applicant can obtain a copy of this report from the Utah Bureau of Criminal Identification, 3888 West 5400 South. Successful applicants should have no history of sexual offenses and no other criminal convictions in the past 5 years.
- Once the completed registration packet is received by the Neighborhood Services Office, a recommendation will be made to the Neighborhood Watch organization seeking registration. ALL information provided is considered confidential.

## ***Chairperson Training (annual)***

- Chairpersons are required to attend one of the four annual training meetings held by the West Valley City Neighborhood Services Office.

## ***Boundary Map (as changes occur)***

- An updated boundary map must be attached as part of this application. The map should also show the locations of ALL existing neighborhood watch signs.

## ***Neighborhood Meetings (annual)***

- Neighborhood Watch organizations must hold a minimum of two neighborhood meetings annually. Participation in National Night Out may be substituted for one meeting.

## ***Mobile Patrol Participation (as needed)***

- Participation in the Mobile Patrol component of Neighborhood Watch requires attendance at a Mobile Patrol Training session every two years.

## ***Annual Report (annual)***

- An annual report from your organization will be due on January 15 every year. The report should include a list of your group's meeting dates and attendance numbers along with any events that have been held in your neighborhood.



Please return ALL required attachments to:

**West Valley City  
Neighborhood Services Office**

3600 Constitution Boulevard  
West Valley City, Utah 84119

or

neighborhoods@wvc-ut.gov

or

fax (801) 955-3604

**FOR OFFICE USE ONLY**

City Council District \_\_\_\_\_ CSO Beat \_\_\_\_\_

CDBG Area ☐ Yes ☐ No CE Area \_\_\_\_\_

☐ Background Check

☐ Roster Update

☐ Updated Boundary Map

☐ File Update

☐ Annual Report

☐ GIS Update

☐ Chairperson Training

☐ Notify Me Update

date: \_\_\_\_\_

*West Valley City shall not be liable for any losses, damages or injuries in connection with the Neighborhood Watch Registration Program. Groups Registered with the City shall not be employees, officers, volunteers or agents of the City; nor shall they represent themselves to be City employees; nor shall they be entitled, as a result of registration with the City, to any benefits or protections that would otherwise be available to City employees. Registration with the City is for identification and communication purposes only and the City shall not be liable for the actions of the Group registered or the Group chairpersons recommended by the City.*

# CHAIRPERSON APPLICATION

Organization Name \_\_\_\_\_

*As a volunteer applicant for the Neighborhood Watch Program, I hereby authorize the West Valley City Neighborhood Services Manager to view my criminal history attached hereto to determine if I qualify for recommendation for Neighborhood Watch Chairperson.*

Full Name of Principal Applicant \_\_\_\_\_

Address \_\_\_\_\_

Email Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

Previous Addresses (for the past five years, if not at the above address)

\_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
\_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

***All applicants must be 18 years of age or older to qualify for recommendation***

This form must be returned with a copy of the applicants criminal background check.  
See Instructions for more information about this requirement and where to get a copy.

Applicant Print Name \_\_\_\_\_

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_



**WEST VALLEY CITY**

**Neighborhood Watch**

[www.wvc-ut.gov/neighborhoods](http://www.wvc-ut.gov/neighborhoods)

*West Valley City shall not be liable for any losses, damages or injuries in connection with the Neighborhood Watch Registration Program. Groups Registered with the City shall not be employees, officers, volunteers or agents of the City; nor shall they represent themselves to be City employees; nor shall they be entitled, as a result of registration with the City, to any benefits or protections that would otherwise be available to City employees. Registration with the City is for identification and communication purposes only and the City shall not be liable for the actions of the Group registered or the Group chairpersons recommended by the City.*

# NEIGHBORHOOD APPLICATION

## ORGANIZATION INFORMATION

Name \_\_\_\_\_

Number of homes \_\_\_\_\_

Type of Organization (check all that apply)

☐

Neighborhood Watch

☐

NW Mobile Patrol

☐

Neighborhood Association

☐

Home Owners Association

☐

CERT

☐

Other (please explain) \_\_\_\_\_

## CONTACT INFORMATION

Name \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Cell Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Who should receive periodic email updates/and City news from the West Valley City Neighborhood Services Office?

☐

Same as above or

☐

Name and Role in Organization \_\_\_\_\_

Email Address \_\_\_\_\_

## REGISTRATION CHECKLIST

☐

Please attach a copy of your annual report.

☐

A map showing the boundaries of your neighborhood MUST be attached. If your group is also part of Neighborhood Watch, the map should show the location of ALL Neighborhood Watch street signs.

☐

If your group is also part of Neighborhood Watch, a Chairperson Application and required criminal background check MUST be attached.



WEST VALLEY CITY

**Neighborhood Watch**

[www.wvc-ut.gov/neighborhoods](http://www.wvc-ut.gov/neighborhoods)

*West Valley City shall not be liable for any losses, damages or injuries in connection with the Neighborhood Watch Registration Program. Groups Registered with the City shall not be employees, officers, volunteers or agents of the City; nor shall they represent themselves to be City employees; nor shall they be entitled, as a result of registration with the City, to any benefits or protections that would otherwise be available to City employees. Registration with the City is for identification and communication purposes only and the City shall not be liable for the actions of the Group registered or the Group chairpersons recommended by the City.*